



## Council Action Form

<b>MEETING DATE</b>	Wednesday, November 8, 2017			
<b>TITLE</b>	NEW BUSINESS AGENDA ITEM F: Consider a Contract for Engineering Services (Water and Wastewater Masterplan Update- NTE \$70,000)			
<b>SUBMITTED BY</b>	Name and Title: Town Manager and DPW Director			
	Department: Town Administration			
<b>MEETING TYPE</b>	Work Session Executive	<b>Regular</b>	Special	Retreat
<b>AGENDA CLASSIFICATION</b>	Consent	Presentation	Unfinished Business	<b>New Business</b>
	Ordinance	Resolution	Employment Contract	<b>Proposal/Contract</b>
<b>ORDINANCE/RESOLUTION</b> (New ordinances or resolutions assigned a new)	1st Reading	2nd Reading	PUBLIC HEARING	3rd Reading
	Ordinance #:		Resolution #:	
<b>CONTRACTS</b> (Contracts must be previously signed by vendor for submission)	Contract Required: <b>Yes</b> No		Signed Contract Attached: Yes <b>No</b>	
<b>APPROVALS/REVIEWS</b>	<b>Department Head</b>		<b>Budget/Finance</b>	
	Assistant Town Manager		<b>Legal Counsel - Steve Unger</b>	
	Town Manager		Other:	
<b>BACKGROUND(Includes Description and justification)</b>	The current WMU water masterplan was updated in 2013. It is recommended that the plan be updated and overhauled every 3-5 years. This contract will enable the WMU to commence work on updating the WMU Water masterplan.			

<b>BUDGET AND FINANCIAL IMPACT</b> (Includes project costs and funding sources)	Budgeted \$:	Yes
	Expenditure \$:	\$NTE 70,000
	Source of Funds \$:	WMU Operating
	Additional Appropriation #:	No
	Narrative:	
<b>Resolution and Ordinance Only</b>	Hold 1st Reading	
	Not Hold 1st Reading	
	Approve on Second Reading	
	Deny Approval	
<b>PROJECT TIMELINE</b>		
<b>STAFF RECOMMENDATION</b> (Town Council reserves the right to accept or deny recommendations)	Staff recommends approval	
<b>SUPPLEMENTAL INFORMATION</b> (List of all attachments)	Contract	